

## K. Conroy - Adminstrative Internship

Please use only the Standard number (1-6) when entering data so the hours can be Standard UNLESS you feel that the activity is equally appropriate in two of the Standards. Share the hours as you deem reasonable. (You may not count hours twice.) If the activity is in two standards, use the number where the activity is most appropriate.

DATE	TIME	LOCATION	MENTOR
11/3/14	8:00 am - 2:30 pm	Santee Public Schools	Dr. Bob Uhing, ESU #1
11/4/14	8:00 am - 11:30 am	Santee Public Schools	Dr. Bob Uhing, ESU #1
11/7/14	8:30 am - 11:30 am	Randolph Public Schools	Dr. Bob Uhing, ESU #1
11/9/14	Produced and Distributed Monthly	ESU #1	Dr. Bob Uhing, ESU #1
11/11 - 11/12/14	9:00 am - 3:00 pm	ESU #3 - Omaha, NE	Dr. Bob Uhing, ESU #1
11/17 - 11/18/14	9:00 am - 3:00 pm	ESU #1	Dr. Bob Uhing, ESU #1
11/19/14	7:00 - 8:00 pm	Pender Public Schools	Dr. Bob Uhing, ESU #1



# Log for EDAD 639-99

can be sorted by Standard at the end of the Practicum. Please enter the primary standard categories then you should break the activity up and enter it twice and the activity is included in the list at the end of the text chapter, please add page the activity is listed.

ACTIVITY	ISLLC Standard	TOTAL HOURS	Evidence
Facilitation of School Improvement PD and Steering Committee Meeting. Final preparations for AdvancED mini-visit.	2	6.5	PD Plan on Google Doc. & AdvancED Committee Discussion Template
Attendance at NDE mini-visit for the district in which I co-coach for school improvement.	2	3.5	NDE Mini-Visit Schedule
Co-facilitation of MAP/Assessment training and school improvement data meeting.	2	3	Training Agenda
Development and distribution of a Math, Science, and Social Studies content area newsletter for ESU #1 districts.	3	1	November Updates PDF
Attendance/participation at Rigorous Curriculum Design training.	2	12	Training Agenda
Co-facilitation of curriculum mapping and planning with the use of BYOC. ESU #1 school districts. Two-day session repeats for new districts on Nov. 20-21.	2	12	Training Agenda
Facilitation of Pender PTO meeting relating to Articles of Incorporation, Fundraising, and School Activities.	4	1	Meeting Agenda

Facilitation of 1st Annual ESU #1 Elementary Science Olympiad.	4	6.5	ESO Master Schedule
<b>Total Accumulated Hours for November</b>		<b>45.5</b>	<b>250 Hours Needed</b>
<b>through November 30, 2014: 194.75</b>			